


# Deltek Costpoint Cloud

Configuring Microsoft® Azure w/SAML

October 24, 2019



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## Microsoft Azure Active Directory Gallery

You can access Deltek Costpoint via a SAML-based Single Sign On with your Azure Active Directory account. Setting up the SSO with Microsoft Azure AD is a simple, three-step process.

Step	Description
1	Submit the SSO Setup Service Request
2	Add and Configure Costpoint into your MS Azure Admin Portal
3	Set up your Costpoint User Accounts for MS Azure

## Step 1: Submit the SSO Setup Service Request

You must be on Cognos 11 prior to enabling Azure SSO.

**To submit the SSO setup service request:**

1. Provide the following information in the Service Request:
  - Fully Qualified Domain that your users authenticate against (for example, ACME.Local).
  - Indicate which systems you want SAML enabled on.
2. Deltek will provide you with one XML file per Costpoint system on your account.

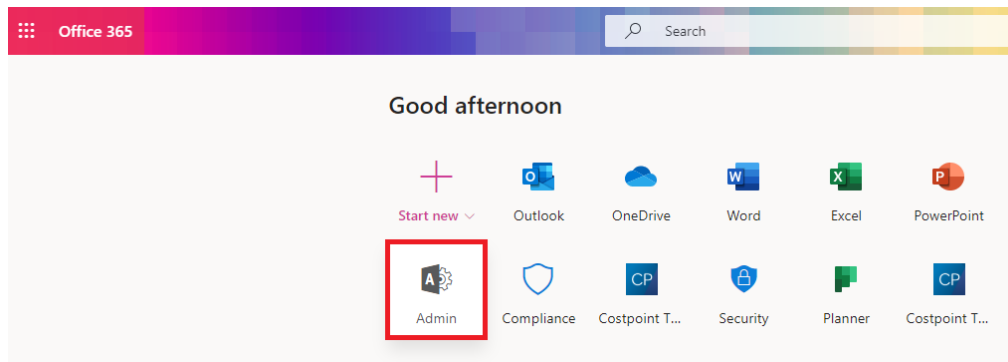
The files will be attached to your SSO Setup Service Request ticket. You will need these files to complete the remaining steps.

## Step 2: Add and Configure Costpoint into Your Azure Admin Portal

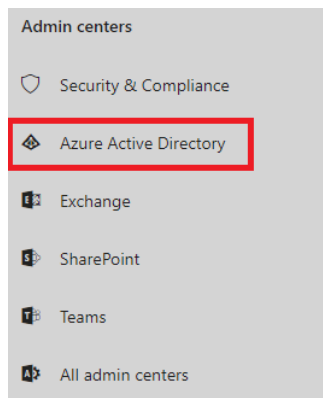
Use the information provided in the SSO Setup Service Request to perform the initial configuration of MS Azure.

**To add and configure Costpoint into your MS Azure Admin portal:**

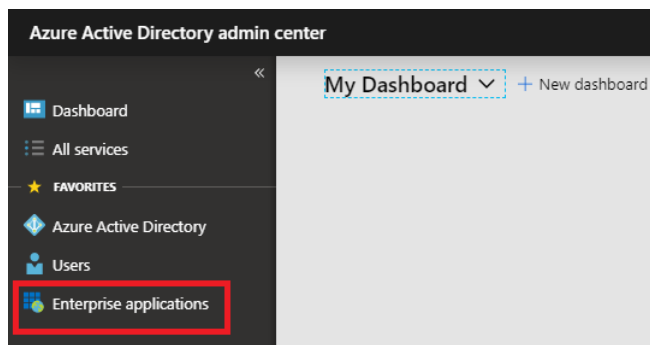
1. Log into the MS Azure Admin Portal using the admin account with your company.



2. Locate and click **Azure Active Directory**.

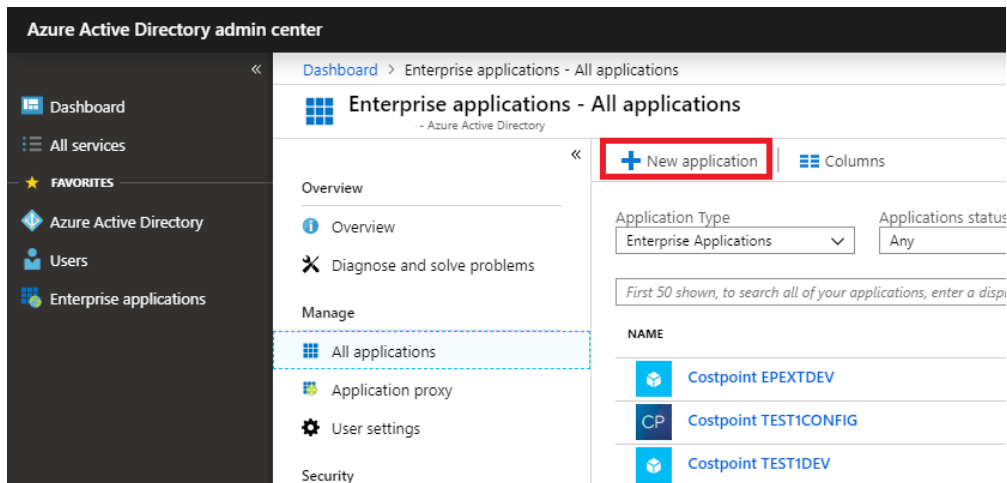


3. Click **Enterprise Applications**.

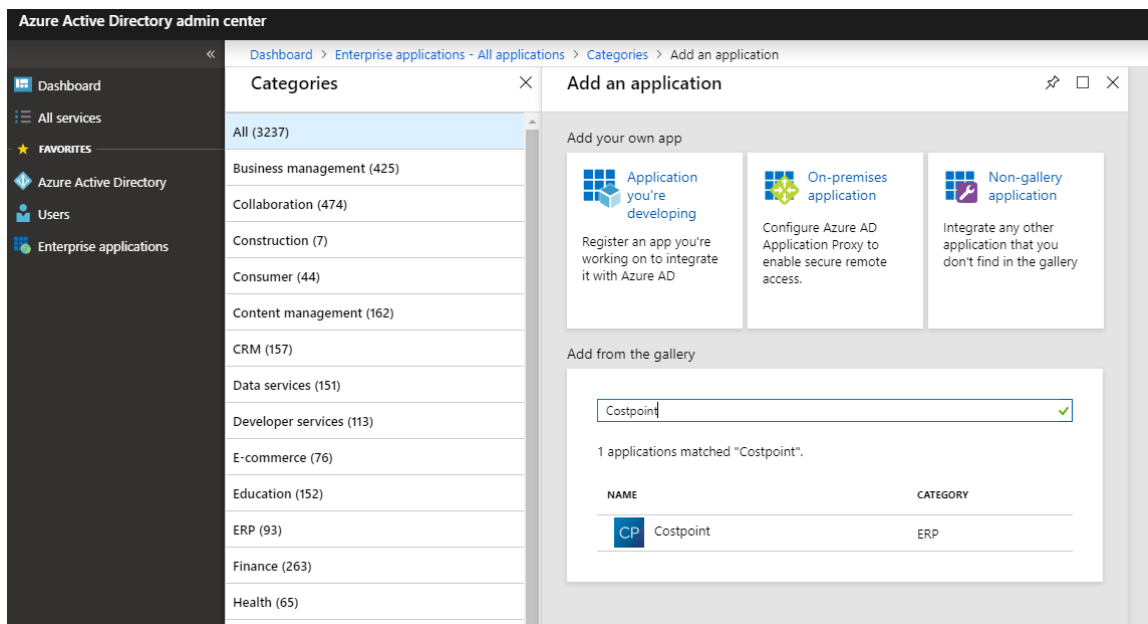


## Step 2: Add and Configure Costpoint into Your Azure Admin Portal

4. To add new application, click **New application**.



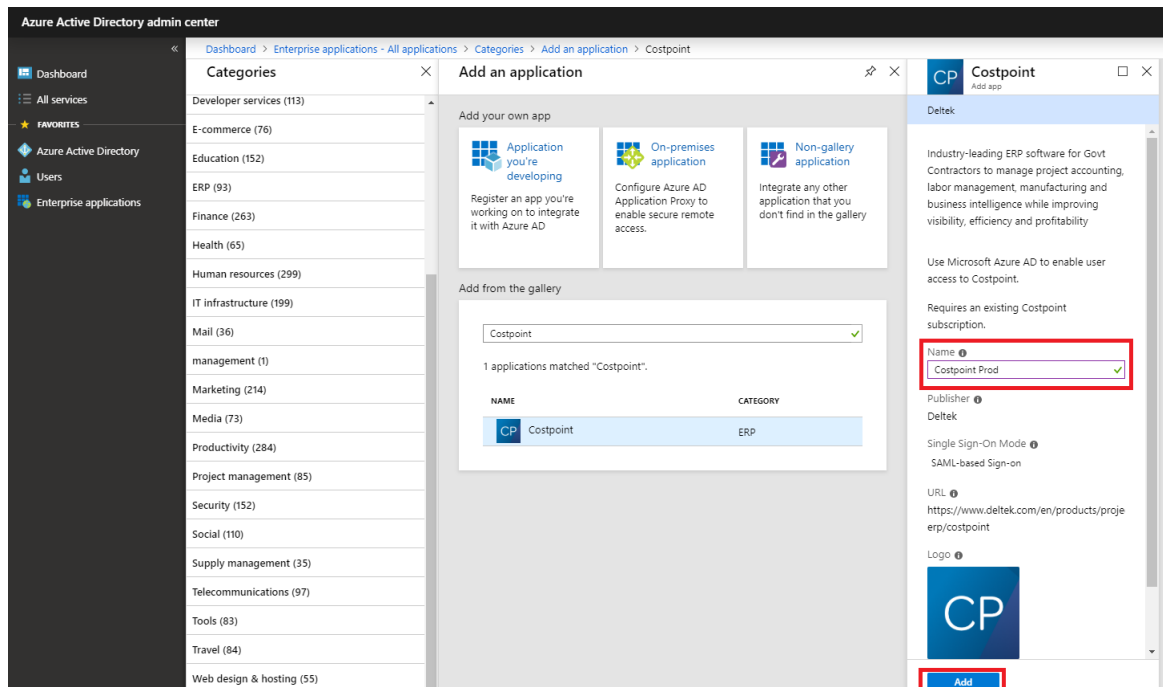
5. In the **Add from the gallery** section, enter **Costpoint** in the search box.



6. Perform the following:
  - a. Select **Costpoint** from results panel.
  - b. Give it a name related to the system you are connecting to that makes sense to you and/or your users.
  - c. Click **Add**.

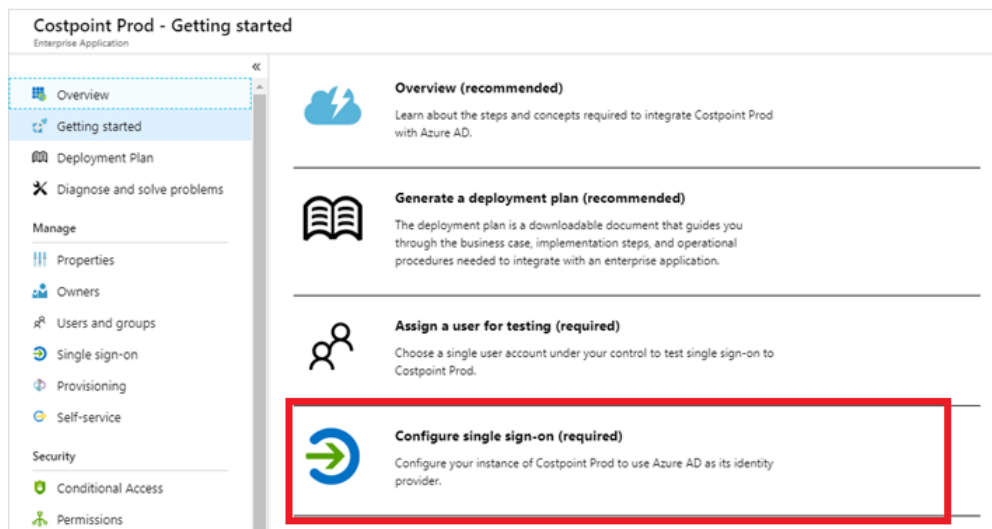
Wait a few seconds while the app is added to your tenant.

## Step 2: Add and Configure Costpoint into Your Azure Admin Portal



The above example uses **Costpoint Prod** for the app name. You might want to name additional instances **Costpoint Sandbox**, **Costpoint**, **Test**, or use your Costpoint system name into which you log in. Anything that will clearly identify the system you are logging into for your users will work. Since the app definition will include that system in the configuration, you would not have the opportunity to specify into which Costpoint system you are logging. When you access the application icon from the portal, you will be logged into that Costpoint system directly.

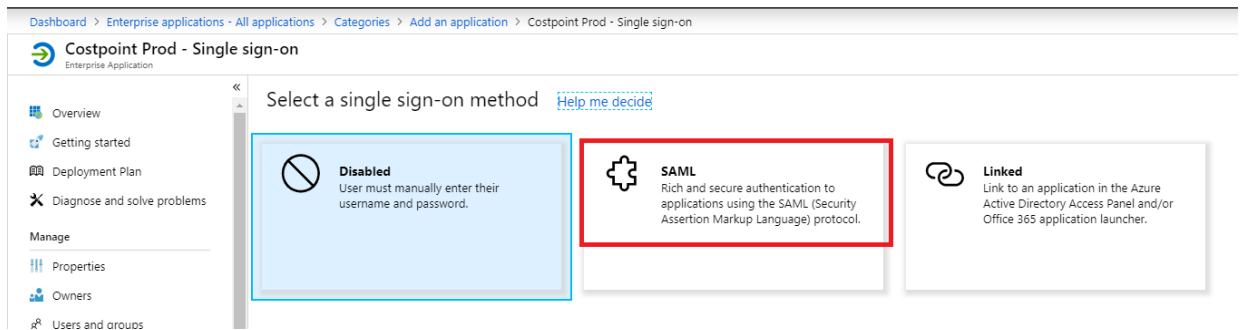
7. Once added, select **Configure single sign-on**.



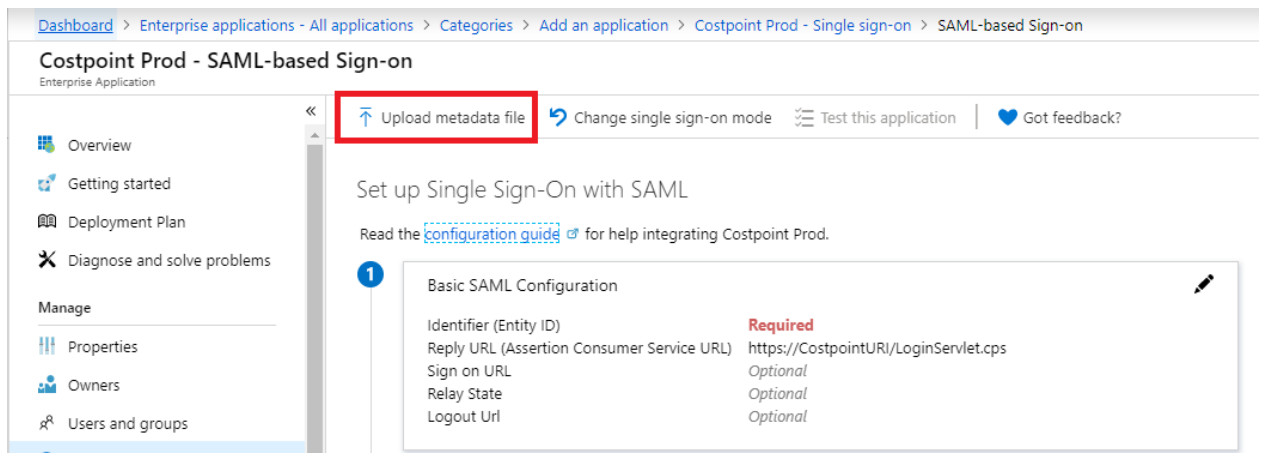
8. Select **SAML**.



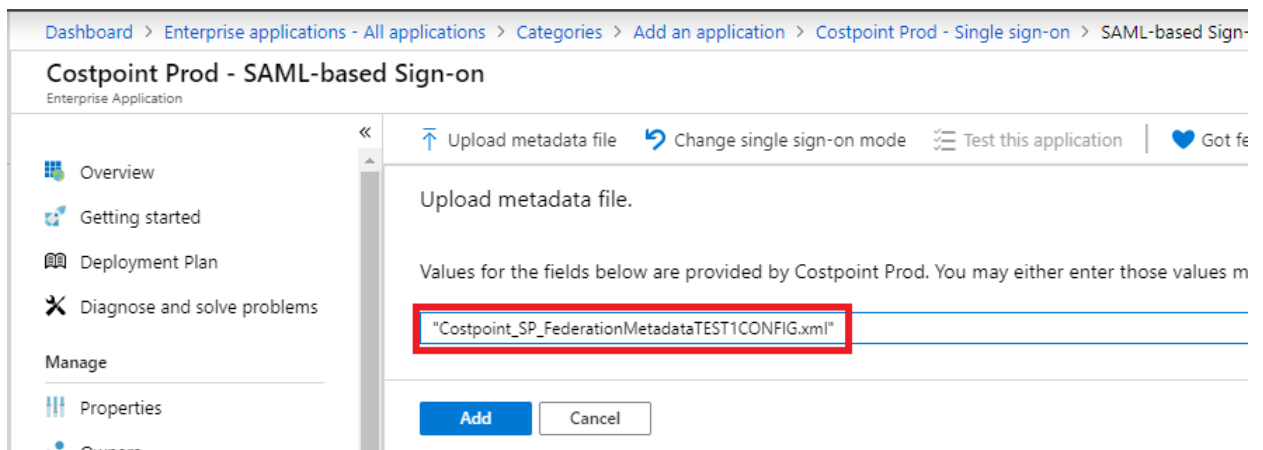
## Step 2: Add and Configure Costpoint into Your Azure Admin Portal



### 9. Click Upload metadata file.



### 10. Browse to where you downloaded the \*.xml files provided to you in the service request case, select the XML file for that specific Costpoint system, and click Add.



### 11. On the Basic SAML, the Identifier and Reply URL fields are automatically populated.

Do not change these.

### 12. In the Relay State field, enter system=<COSTPOINT SYSTEM NAME>, and save the record.

This is the Costpoint system name you are logging into (for example, TEST1CONFIG).

Step 2: Add and Configure Costpoint into Your Azure Admin Portal

**Warning:** These values are case-sensitive. The word **system** MUST be in lowercase, and the Costpoint system name should be in upper case.

Basic SAML Configuration

Save

**\* Identifier (Entity ID)**

The default identifier will be the audience of the SAML response for IDP-initiated SSO

Default

✓

✓

?

✕

Patterns: https://CostpointURI

**\* Reply URL (Assertion Consumer Service URL)**

The default reply URL will be the destination in the SAML response for IDP-initiated SSO

Default

✓

✓

?

✕

Patterns: https://CostpointURI/LoginServlet.cps

**Sign on URL**

✓

**Relay State**

**Logout Url**

✓

- When prompted to test, click **No, I'll test later** since you have additional steps to complete before it will work.

Test single sign-on with Costpoint Prod

To ensure that single sign-on works for your application, we recommend using the testing capability (in the last step) to test the changes you recently made. Would you like to test now?

Yes

No, I'll test later

- For each Application you set up, you need to capture the **App Federation Metadata Url** and send that with the corresponding Costpoint system name.

## Step 2: Add and Configure Costpoint into Your Azure Admin Portal

Deltek needs this information to complete your Azure SSO setup. Please add this information to your Service Request ticket as shown in the following example. The x's will be replaced with your specific identifiers. Repeat for each system you are configuring:

TEST1CONFIG https://login.microsoftonline.com/xxxxxxx-xxxx-xxxx-xxxx-  
xxxxxxxxxxxxx/federationmetadata/2007-06/federationmetadata.xml?appid=xxxxxxx-  
xxxx-xxxx-xxxx-xxxxxxxxxxx

Dashboard > Enterprise applications - All applications > Costpoint TEST1TEST - Single sign-on > SAML-based Sign-on

### Costpoint TEST1TEST - SAML-based Sign-on

Enterprise Application

Overview  
Getting started  
Deployment Plan  
Diagnose and solve problems

Manage  
Properties  
Owners  
Users and groups  
Single sign-on  
Provisioning  
Self-service

Security  
Conditional Access  
Permissions  
Token encryption (Preview)

Activity  
Sign-ins  
Usage & insights (Preview)  
Audit logs  
Provisioning logs (Preview)  
Access reviews

Upload metadata file Change single sign-on mode Test this application Got feedback?

#### Set up Single Sign-On with SAML

Read the [configuration guide](#) for help integrating Costpoint TEST1TEST.

- ##### Basic SAML Configuration

Identifier (Entity ID)	https://test1-cpt.deltekenterprise.com/cpweb/TEST1TEST
Reply URL (Assertion Consumer Service URL)	https://test1-cpt.deltekenterprise.com/cpweb/LoginServlet.cps
Sign on URL	Optional
Relay State	system=TEST1TEST
Logout Url	Optional
- ##### User Attributes & Claims

Givenname	user.givenname
Surname	user.surname
Emailaddress	user.mail
Name	user.userprincipalname
Unique User Identifier	user.userprincipalname
- ##### SAML Signing Certificate

Status	Active
Thumbprint	[Redacted]
Expiration	9/5/2022, 2:45:33 PM
Notification Email	[Redacted]
App Federation Metadata Url	https://login.microsoftonline.com/[Redacted]
Certificate (Base64)	Download
Certificate (Raw)	Download
Federation Metadata XML	Download

Copy to clipboard

- After receiving this information, Deltek will complete the Costpoint back-end configuration and send you a confirmation that it has been completed.
- Continue with the next step for setting up your users.

## Step 3: Set Up Costpoint User Accounts for Azure

To enable logging into Costpoint with your Azure credentials, you must first modify the authentication properties of your Costpoint user account.

### To set up your Costpoint user accounts:

1. Log into your Costpoint systems using a Cloud Active Directory (User Manager) account that has access to the Manage Users application within Costpoint.
2. Navigate to **Admin » Security » System Security » Manage Users**.
3. Pull up the account that you want to modify, and click the Authentication tab.
4. Perform the following:
  - In the **Authentication Method** drop-down field, select **Active Directory**.
  - In the **Active Directory or Certificate ID** field, enter your user's Active Directory username in your domain.

This can be just the username or the username in UPN format (for example, user@mydomain.local).

- If the user will be using SAML, select the **SAML Single Signon** check box

The screenshot shows the 'Manage Users' application in Costpoint. The 'Authentication' tab is selected for the user 'TESTADFS'. The 'Authentication Method' is set to 'Active Directory'. The 'Active Directory or Certificate ID' field contains 'testadfs'. The 'SAML Single Sign-on' checkbox is checked. The '2FA Settings' section shows 'None' selected for the authentication method. The 'Company Access' table at the bottom shows a single entry for 'COMPANY 1'.

Company ID	Default Taxable Entity ID	Org Security Group ID	Labor	SSN	Cost	Price	Company Name	Org Security Group Name	Taxable Entity Name
1							COMPANY 1		(Company name not found)

5. Save the record.
6. Repeat steps 3 thru 5 for each user in each Costpoint system with whom you would like to use MS Azure authentication.
7. After your Costpoint accounts are set up, go back to Azure Administration and grant permissions to use the application you provisioned earlier, if you have not done so already.



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